



MARYLAND STATE DEPARTMENT OF ASSESSMENTS & TAXATION

Fee Schedule for Documents Relating to Corporate Charters

Explanation of Service Fees

Regular Service Fee: It may take **10 weeks or more** to receive your confirmation.

Expedited Service Fees: Requests will be responded to **within 7 business days** for faxes and mail. Faxed request are available for MasterCard and Visa card holders only. Documents hand-delivered in limited quantities receive same day service between 8:30 am and 4:30 pm. You must be in line no later than 4:15 PM in order to receive service that same day. Hand-delivered transactions are to be paid by check, cash or money order. There is an **expedited fee** for same day service for document processing.

Return Mail Processing/Document Return Fee

All filers of business entity charter documents must indicate at the time of filing if they are “**opting out**” of having their original filed documents returned to them. If a filer wishes to have the original documents returned, then he or she must pay an additional \$5.00 filing fee with the payment of the other fees for the processing of the documents. If the \$5.00 fee is not paid, the Department will assume the filer did not want the original documents returned.

Rejected Corporate Charter Documents

Please note that under *Maryland law a filer has **sixty (60) days from the date of our initial rejection** of a filing to correct any rejected document and resubmit it **or all filing fees are retained by the Department** for reviewing the first filing. If a document is resubmitted after the sixtieth day, another separate filing fee must be paid with the second submission. If a filer chooses not to resubmit the document for filing, a demand for a refund must be made in writing within sixty (60) days of the date of the initial rejection of the document.

Documents preceded by ** may require Certificates of Conveyance. The fee for each certificate is \$25.00, plus the \$5.00 Return Mail Processing fee.

Type of Filing	Fee	Organization & Capitalization Fee	Expedited Service Fee	Return Mail Fee
Articles of Incorporation: *Non-stock, Professional and Religious, Stock and Close - aggregate par value of stock is not over \$100,000.	\$100	*\$20 You must pay this fee if you submit any of these documents.	\$50	\$5
Non-stock corporations that will seek tax-exempt status under IRS Code Sections 501(c)(3), (4), or (6) will be charged an additional \$50.00 to file Articles of Incorporation. The money collected will go to the Maryland Not-For-Profit Development Center Program Fund.				
Articles of Amendment	\$100	Only when aggregate par value of stock is increasing	\$50	\$5
Articles of Restatement	\$100	none	\$50	\$5
Articles of Supplementary	\$100	Only when aggregate par value of stock is increasing	\$50	\$5
Articles of Dissolution (including cost of publication)	\$100	none	\$50	\$5
Articles of Revival	\$100	none	\$50	\$5
Articles of Share Exchange	\$100	none	\$50	\$5
**Articles of Transfer	\$100	none	\$50	\$5
**Articles of Merger	\$100	Only when aggregate par value of stock is increasing	\$50	\$5
**Articles of Consolidation	\$100	Only when aggregate par value of stock is increasing	\$50	\$5
Certificate of Correction	\$25	Only when aggregate par value of stock is increasing	\$50	\$5

Certificate of Notice	\$25	none	\$50	\$5
Notice of Change of Principal Office	\$25 per entity	none	\$50	\$5
Notice of Change of Name or Address of Resident Agent	\$25 per entity	none	\$50	\$5
Resignation of Resident Agent	none	not applicable	not applicable	not applicable

Documents Relating to Foreign Corporations	Fee	Expedited Service	Return Mail
Registration of Name for a calendar year	\$100	\$50	not applicable
Qualification to do intrastate business	\$100	\$50	\$5
Requalification of a cancelled corporation	\$100	\$50	\$5
Certified Statement of amendment, merger, dissolution	\$25	\$50	\$5
Application for termination of registration or qualifications	\$25	\$50	\$5
Notice of Change of Principal Office	\$25	\$50	\$5
Notice of Change of Name or Address or Resident Agent	\$25	\$50	\$5
Documents Relating to Limited Partnerships			
Certificate of Limited Partnerships	\$100	\$50	\$5
Certificate of Amendment	\$100	\$50	\$5
Certificate of Cancellation	\$100	\$50	\$5
Certificate of Reinstatement (domestic)	\$100	\$50	\$5
Registration of Foreign Limited Partnership	\$100	\$50	\$5
Other Certificates of Foreign Limited Partnership	\$25	\$50	\$5
**Articles of Merger	\$100	\$50	\$5
Certificate of Correction	\$25	\$50	\$5
Documents Relating to Limited Liability Companies			
Articles of Organization	\$100 (domestic)	\$50	\$5
Amendment to Articles of Organization	\$100 (domestic)	\$50	\$5
Certificate of Correction	\$25 (domestic)	\$50	\$5
Articles of Dissolution	\$100 (domestic)	\$50	\$5
Articles of Continuation	\$100 (domestic)	\$50	\$5
Articles of Cancellation	\$100 (domestic)	\$50	\$5
Articles of Merger	\$100 (domestic)	\$50	\$5
Registration	\$100 (foreign)	\$50	\$5
Certificate of Amendment	\$100 (foreign)	\$50	\$5
Cancellation of Registration	\$100 (foreign)	\$50	\$5
Certificate of Merger	\$25 (foreign)	\$50	\$5
Change of Principal Office Resident Agent & Resident Agent's Address	\$25 (foreign & domestic)	\$50	\$5
Articles of Reinstatement	\$100 (domestic)	\$50	\$5
Documents Relating to Limited Liability Partnerships			
Certificate of Limited Liability Partnership	\$100 (domestic)	\$50	\$5
Amendment	\$100 (domestic)	\$50	\$5

Withdrawal Notice of a Partner	\$100 (domestic)	\$50	\$5
Certificate of Reinstatement	\$100 (domestic)	\$50	\$5
Registration	\$100 (foreign)	\$50	\$5
Amendment	\$100 (foreign)	\$50	\$5
Cancellation	\$100 (foreign)	\$50	\$5
Documents Relating to Trade Names			
Trade Name Filing	\$25	\$50	not applicable
Trade Name Amendment	\$25	\$50	not applicable
Trade Name Cancellation	\$25	\$50	not applicable
Documents Relating to Financing Statements			
All UCC documents 8 pages or fewer	\$25	\$50	not applicable
All UCC documents 9 pages or more	\$75	\$50	not applicable
Other Fees			
Reservation of Corporate or Limited Partnership Name, LLC or LLP Name	\$25	\$20	Not applicable
Certificate of Good Standing	\$20	\$20	Not applicable
Long form certificate of Good Standing	\$20	Not applicable	Not applicable
Duplicate original of Certificates mentioned above, which are issued at the same time as original	\$1 each	Not applicable	Not applicable
Duplicate original of long form certificates of good standing, which are issued at the same time as the original	\$2 each	Not applicable	Not applicable
Abstract of Corporate Records	\$20	\$20	Not applicable
Certificates relating to the status of foreign corporations	\$20	\$20	Not applicable
Copies of documents on file with the Department	\$1 per page and \$20 for the certification of copy	\$20 per document	Not applicable
Certified copies of charter documents requested at time of recordation	\$20 for the first certified copy and \$1 for each additional certified copy, plus \$1 per page for additional copies of the same the document.	\$20 per document	Not applicable
Service of Process: Requires 2 copies of the complaint and 2 copies of the summons	\$50 per defendant	Not applicable	Not applicable

Make checks payable to: State Department of Assessments and Taxation.

Mail to:

**State Department of Assessments and Taxation
Corporate Charter Division
301 W. Preston St. Room 801
Baltimore, MD 21201**

You may fax your filing request to 410-333-7097. Contact the Department by email if you have questions regarding these fees, sdatt.charterhelp@maryland.gov